

## DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



November 13, 1998

ALL COUNTY LETTER NO. 98-89

TO: ALL COUNTY WELFARE DIRECTORS  
ALL COUNTY WELFARE-TO WORK  
COORDINATORS  
ALL COUNTY CalWORKs PROGRAM  
COORDINATORS  
ALL COUNTY FOOD STAMP  
COORDINATORS

REASON FOR THIS TRANSMITTAL

- ☐ State Law Change  
☐ Federal Law or Regulation  
Change  
☐ Court Order  
☐ Clarification requested by  
One or More Counties  
☒ Initiated by CDSS

SUBJECT: UPDATED INSTRUCTIONS FOR SUBMISSION OF CALIFORNIA WORK  
OPPORTUNITY AND RESPONSIBILITY TO KIDS (CalWORKs) COUNTY PLAN  
ADDENDA

The purpose of this letter is to transmit updated guidelines and contact information for the submission of all county CalWORKs plan revisions/addenda to the California Department of Social Services (CDSS).

All 58 counties' initial CalWORKs County Plans have been certified by the CDSS. All revisions/addenda of the County CalWORKs Plans should be submitted to the Regional Advisors Office, Welfare to Work Division, California Department of Social Services, 744 P Street, MS 14-44, Sacramento, CA 95814. Your designated county Regional Advisor and/or Assistant can also be contacted for questions or technical assistance. Attached is a contact list with their names and telephone numbers.

Counties should submit CalWORKs County Plan revisions/addenda by identifying the elements and section(s) of the county plan being revised and providing a hard copy of the plan sections affected by the change for CDSS to review. Once the revisions/addenda have been reviewed and certified, CDSS requests that the county provide the revision/addenda by e-mail or on a floppy disk written in Word Perfect 6.1 or higher or in Microsoft Word 6.0 or higher. The e-mail address is mborba@dss.ca.gov. This information will be used to update the CalWORKs county plans on the Internet.

We appreciate the input that counties have provided on the county plans thus far, and look forward to working together on this process in the future. If you have any questions regarding these instructions, please contact Linda Riley, Regional Advisors at (916) 657-3417.

Sincerely,

**Original Document Signed By**  
**Bruce Wagstaff 11/13/98**

BRUCE WAGSTAFF  
Deputy Director  
Welfare to Work Division

Attachment

## Regional Advisors Office

744 P Street, MS 14-44  
Sacramento, Ca 95814  
Phone: (916) 654-0617  
Fax: (916) 654-1295

Coastal Region	Northern Region	Central Region	Southern Region
Advisor: Glen Brooks Assistant: Anna Chambers	Advisor: Jim Brown Assistant: Linda Riley	Advisor: Nina Grayson Assistant: Jan King	Advisor: Gordon Scott Assistant: Sandy Nishimura-Yee
Alameda	Butte	Alpine	Imperial
Contra Costa	Colusa	Amador	Los Angeles
Marin	Del Norte	Calaveras	Orange
Monterey	Glenn	El Dorado	Riverside
Napa	Humboldt	Fresno	San Bernardino
San Benito	Lake	Inyo	San Diego
San Francisco	Lassen	Kern	Santa Barbara
San Mateo	Mendocino	Kings	Ventura
Santa Clara	Modoc	Madera	
Santa Cruz	Nevada	Mariposa	
Solano	Plumas	Merced	
Sonoma	Shasta	Mono	
	Sierra	Placer	
	Siskiyou	Sacramento	
	Sutter	San Joaquin	
	Tehama	San Luis Obispo	
	Trinity	Stanislaus	
	Yuba	Tulare	
		Tuolumne	
		Yolo	